

## HAPPY THANKSGIVING!

**EEOC TRAINING REPORT:** Patricia McMahon of the EEOC Denver Office presented a two-hour session on EEOC Laws, Bullying and Microaggressions in the workplace. Sixty-four attendees were registered from twenty agencies. Fourteen participated through Google Hangouts. Attendees on Google have commented that questions from the audience cannot be heard, and we will work to address this problem in future trainings. The YouTube link to the recording is noted below. The training feedback survey results are attached to this bulletin. Your feedback helps us plan for future training needs, so please keep it coming to us.

**eLearning NEWS** - eLearning Services has been hard at work creating trainings for Wyoming state employees. Courses have been created for supervisors, such as the Wyoming Introductory Supervisory Education (WISE) training and the required PMI training. Courses have been created for the HR community, such as the series of video trainings on the new NEOGOV system. Courses available to all employees statewide have been created, and you can see a complete list below.

Links to the available courses can be found on the HRD website. You can navigate to the page by going to the HR website, clicking on "Employee Resources" and then clicking on "eLearning Services." OR you can simply go to: [www.WyomingeLearning.com](http://www.WyomingeLearning.com)

If you missed the recent Workplace Harassment training by Patricia McMahon, of the EEOC, you can view the training in its entirety here: <http://youtu.be/3nd-9W7iALk>

### COURSES THAT ARE AVAILABLE TO ALL STATE EMPLOYEES:

- Time Management
- Ethics in Wyoming State Government
- Key Labor Laws
- Dealing with Challenging Encounters in the Workplace
- Conflict Management
- Discrimination and Workplace Misconduct

### LEARNING MANAGEMENT SYSTEM

The Wyoming Department of Enterprise Technology Services, in collaboration with eLearning Services, has created a training website (Learning Management System) that all state agency training professionals can use as a resource for course hosting. The site is located here: [WyoTraining.wyo.gov](http://WyoTraining.wyo.gov) If you are an agency Training Professional and are interested in using the system, please contact Anthony Witbrod (ETS) at [anthony.witbrod@wyo.gov](mailto:anthony.witbrod@wyo.gov)

**STATE PERSONNEL RULES:** The division has submitted the revised State Personnel Rules to the Governor's Office and the Legislative Services Office. There is a seventy (70) day period for final signature. Feedback from the EEOC training event has requested training on personnel rule changes. As soon as the rules are finalized, we will schedule a training session to assist state agency human resources staff address rule changes in their agencies.



**CONGRATULATIONS** – To Kate Selby, SPHR on her recent election as Wyoming State Council Director for 2015 in the Society of Human Resource Management (SHRM). SHRM is the world's largest association devoted to human resource management. There are more than 250,000 members in over 140 countries.

**AGENCY SERVICES WELCOMES BRENDA KELLY TO HRD** – Brenda Kelly started to work in the Agency Services Section in October. She came to HRD from the Insurance Commission. She will be working on a variety of projects including the PMI System.

**HRD WEBSITE** – Just a reminder, these bulletins are posted on the division website within the section titled "Employee Resources", subcategory "HR Community".

I wish you all a happy and safe Thanksgiving Holiday!

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